



## **Residential Premise Checks**

### **I. PURPOSE**

In an effort to deter criminal activity and provide quality police service to the citizens of the Town of Ridgely, the Ridgely Police Department will provide a Request for Security Check.

### **II. POLICY**

When a specific request is made for a residential check, the Officer receiving the request will cause a Call for Service to be initiated. This Call for Service shall contain all of the dates and times in which the checks were completed. Citizens have an online copy of the Request for Security Check form (RPD Form 68) available to them. A copy of the Request for Security Check form will be given to the Chief of Police, who will file the form.

### **III. PROCEDURE**

- A. Residential checks will be conducted for a specific time period only and will not exceed thirty days. Those requests accepted beyond a thirty day period will only be checked semi- monthly; and the requestor will be advised of this.
- C. Seasonal vacation homes which are infrequently occupied will not be accepted for a residential check
- D. Unoccupied residences which are under the control of real estate agencies will not be accepted.
- E. Residential premise will be checked at least every shift. Utmost caution should be used, not only for criminal activities, but also for unannounced return of owners or the presence of an authorized custodian.
- F. The Chief of Police will check the Patrol House Check Ledger on a daily basis to ensure that checks are made.
- G. In the absence of the Chief of Police, the Officer working the early shift will be responsible.